



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

October 28, 2004

Margaret May, Treasurer
Friends of Carolyn McCarthy
151 Linden Road
Mineola, NY 11501

Response Due Date:
November 29, 2004

Identification Number: C00318931

Reference: October Quarterly Report (8/26/04 - 9/30/04) and
12 Day Pre-General Report (10/1/04 - 10/13/04)

Dear Ms. May:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-A review of your itemized receipts indicates a discrepancy in your aggregate election cycle-to-date totals. The reported aggregate totals on your report should include all contributions from an individual or committee given in the election cycle. Please review your procedures for compliance with this requirement and amend your report(s) as necessary. (11 CFR §104.3(a)(3))

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather